

NATIONAL WEATHER SERVICE INSTRUCTION 60-2101
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Information Technology
Telecommunications Service Priority Assignment Procedures

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Telecommunications Service Priority Assignment Procedures

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1. Introduction. This instruction supports the policy established for the National Weather Service (NWS) Telecommunications Service Priority (TSP) program as described in NWS Policy Directive (NDS) 60-21. The instruction describes the methodology by which telecommunications circuits meeting the standards for “mission critical” circuits as described in NDS 60-21 are assigned TSP priority.

2. The TSP Program. Priority provisioning and restoration of National Security/Emergency Preparedness (NS/EP) telecommunications services is established through the Federal Telecommunications Service Priority (TSP) program administered by the National Communications Service (NCS) of the Department of Homeland Security.

The TSP Program authorizes and requires commercial telecommunications service vendors to provision and/or restore TSP assigned services before non-TSP services. Provisioning TSP is used to provide priority installation of new telecommunication services, while restoration TSP is used with existing telecommunications services to ensure their restoration before any non-TSP covered services.

3. NWS National Focal Point. The Telecommunications Infrastructure Branch (CIO14), Office of the CIO, is responsible for the overall management of the NWS TSP Program and will provide the interface to the NCS for all NWS organizations in requesting TSP assignments. CIO14 will also maintain a database of all NWS TSP assignments. The Chief, CIO14, will ensure the NWS TSP Program is operated in accordance with NCS regulations.

4. TSP Assignment Requests. Once an NWS office has determined that a circuit is mission-critical, as defined by NWS Policy Directive 60-21, and that a TSP assignment is needed, that office must send a request for a TSP assignment to CIO14.

4.1 Request Process. The TSP assignment request should be sent via email to the CIO14 TSP mailbox: nwstsp@noaa.gov.

The request must include:

- a) Program Name (e.g., NWR, etc.)
- b) Circuit number
- c) Vendor name

4.2 NCS Notification. Once the TSP request is received and reviewed by CIO14, CIO14 will submit the request in the proper format to the NCS. Within 30 calendar days of their receipt, the NCS will assign a unique TSP Restoration Code to the circuit, and will provide it to CIO14 and to the telecommunications service vendor for implementation.

4.2.1. Verification. The telecommunications service provider will notify NCS when TSP has, in fact, been implemented on the circuit. TSP implementation processing by the telecommunications service vendor is typically completed within 30 days of their receiving the TSP assignment notification from NCS.

5. Cost. TSP is not a free service. Application of TSP incurs both a one-time service initiation charge and a monthly recurring service charge for as long as the TSP assignment is in effect. All NWS offices requesting TSP assignments must appropriately budget for these charges.

5.1 Billing. Billing for all TSP charges associated with a circuit will be performed by the telecommunications service vendor as part of the overall billing for that circuit.

6. Revalidation. Each agency circuit having a TSP Code must be revalidated to the NCS every two years. This re-validation will be performed by CIO14 in coordination with the original NWS requester. In order to ensure the accuracy of the NWS National TSP data base, whenever a circuit with TSP is disconnected, deactivated, reassigned, or renumbered, the details of any such change must be provided to CIO14 via the TSP mailbox: nwstsp@noaa.gov. CIO14 will periodically provide a list of active TSP codes (and associated circuit numbers) to NWS Telecommunications Managers for their review and validation.